








# CITY COUNCIL

## AGENDA REQUEST

AGENDA OF:	11-16-10	AGENDA REQUEST NO:	V-A
INITIATED BY:	PATRICK K. HUGHES 	RESPONSIBLE DEPARTMENT:	EMERGENCY MANAGEMENT
PRESENTED BY:	PATRICK K. HUGHES	DEPARTMENT HEAD:	STEVE GRIFFITH 
		ADDITIONAL DEPARTMENT HEAD (S):	N/A
SUBJECT / PROCEEDING:	UASI GRANT 2010-SS-TO-0008 FOR PURCHASE OF COMMUNICATION RADIOS AND CONSOLES ACCEPT GRANT AND BUDGET ADJUSTMENT TO EXPENDITURES AND REVENUES IN THE AMOUNT OF \$309,278		
EXHIBITS:	2010 SUB-RECIPIENT AWARD FOR THE CITY OF SUGAR LAND DATED OCTOBER 20, 2010		
CLEARANCES		APPROVAL	
LEGAL:	N/A	EXECUTIVE DIRECTOR:	N/A
PURCHASING:	N/A	ASST. CITY MANAGER:	STEVE GRIFFITH 
BUDGET:	JENNIFER BROWN  BUDGET & RESEARCH DIRECTOR	CITY MANAGER:	ALLEN BOGARD 
BUDGET			
EXPENDITURE REQUIRED: \$		309,278	
CURRENT BUDGET: \$		-0-	
ADDITIONAL FUNDING: \$		309,278	
RECOMMENDED ACTION			
Authorize budget adjustment to revenues and expenditures in the amount of \$309,278 and accept UASI grant 2010-SS-TO-0008 for purchase of public safety communications radios and consoles.			

## EXECUTIVE SUMMARY

The City needs to upgrade and replace our current public safety dispatch radios from analog to digital systems. The current analog units are being phased out by the manufacturer due to advances in technology and will no longer be supported. The project will upgrade our three existing analog radios as well as purchase two additional digital radios in order to accommodate future growth of the dispatch center, as well as aid in interoperability between Sugar Land and surrounding cities. The cost estimate for the entire project is \$465,000.

In 2009, the City applied for grant funding through the Criminal Justice Division of the Governor's Office for the project and was awarded a JAG grant in the amount of \$165,000. However, this grant award only partially funds the equipment needed to upgrade the dispatch center to digital radios and consoles. In an effort to obtain funding for the entire project, the City of Sugar Land partnered with the cities of Missouri City and Stafford to request consideration for a UASI (Urban Area Security Initiative) grant from the U.S. Department of Homeland Security. The City of Sugar Land has been awarded funding in the amount of \$300,000 for the purchase of equipment to enhance interoperable communication capabilities plus \$9,278 for administrative costs. These grant funds will supplement the \$165,000 JAG grant and will be used to complete the entire digital dispatch radio and console replacement project.

Timing has been identified as an issue for this project. Replacement of the radio/consoles requires the dispatch center to be taken offline and relocated for approximately two weeks while the old radio/consoles are removed and new ones are installed. The funds from the JAG grant needed to be obligated prior to September 30, 2010, but the funding from the UASI grant was not available until fiscal year 2011. We could have installed the radio/consoles in phases, but that would have disrupted dispatch operations multiple times over several months. Staff looked for an opportunity to combine the funds and complete the installation at once, reducing the disruption to dispatch services. In order to eliminate the risk of losing funding from the JAG grant, Motorola was asked to provide us with a unique contract that breaks the project up into two phases. Phase one includes the purchase of equipment through the Motorola H-GAC contract and delivery of most, but not all, of the equipment needed for the project at a cost of \$165,000.

A contract was awarded to Motorola C & E on September 7<sup>th</sup> for both phases of the project to purchase the equipment in the amount of \$350,964. Upon approval of the contract, the City of Sugar Land provided Motorola with a purchase order and Notice to Proceed to order the equipment. This satisfied the obligation of funds prior to September 30, 2010 for the JAG grant.

Phase two includes the delivery of the remaining equipment, as well as the installation of all equipment at a cost of \$185,964. Phase two will commence only after the City of Sugar Land provides Motorola with a Notice to Proceed, allowing time for the UASI funds to be awarded and become available for use.

The total cost to purchase and upgrade to five (5) digital radio follows:

- Equipment Cost \$262,964.00
- Installation Cost \$ 88,000.00

Total System Cost	\$350,964.00
Total Grant Funding	\$465,000.00

The remaining funds from the UASI grant (\$114,036) are being earmarked to purchase the associated Dispatch Consoles to house the new radio systems, as well as one Dispatch Console that will not house a radio, but will be dedicated as a call-taking position. The request for approval to purchase the consoles will be brought to Council at a later date.

Grant representatives from the Governor's Office and HGAC were on-site the week of October 25<sup>th</sup> to review the City's progress and documentation of efforts in the radio/console replacement. Both representatives commended staff on the unique combination of grant funds and efforts to complete the installation with minimal disruption of service. All documentation and processes were reviewed to date and found in compliance with grant requirements.

Staff recommends acceptance of the UASI grant and approval of a budget adjustment to expenditures and revenues in the amount of \$309,278 to reflect the grant award in fiscal year 2011.

#### EXHIBITS



## Texas Department of Public Safety

### 2010 Sub-Recipient Award for

**City of Sugar Land**

Date of Award

October 20, 2010

**1. Sub-Recipient Name and Address**

Mayor James A. Thompson  
City of Sugar Land  
P.O. Box 110  
Sugar Land, TX 77487-0110

**2. Prepared by:** Seals, Freddie

**3. SAA Award Number:** 10-SR 70808-01

**4. Federal Grant Information**

**Federal Grant Title:** Urban Area Security Initiative (UASI)

**Federal Grant Award Number:** 2010-SS-T0-0008

**Date Federal Grant Awarded to TxDPS:** August 1, 2010

**Federal Granting Agency:** Department of Homeland Security  
FEMA  
Grant Programs Directorate

**5. Award Amount and Grant Breakdowns**

**UASI Award  
Amount (Federal)**

CFDA: 97.008

**\$84,278.35**

**Grant Period:**

From:  
Aug 1, 2010

To:  
Jul 31, 2012

(The SAA must receive all invoices by the end of grant period)

**6. Statutory Authority for Grant:** This project is supported under Department of Homeland Security Appropriations Act, 2010 (Public Law 111-83).

**7. Method of Payment:** Primary method is reimbursement.

**8. Debarment/Suspension Certification:** The Sub-Recipient certifies that the sub-recipient and its contractors/vendors are not debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded by any federal department or agency and do not appear in the Excluded Parties List System at <http://www.epls.gov.2.8.9029.0>

**9. Agency Approval**

**Approving TxDPS Official:**

Janice E. Bruno, Administrator  
State Administrative Agency  
Texas Department of Public Safety

**Signature of TxDPS Official:**

**10. Sub-Recipient Acceptance**

**I have read and understand the attached Terms and Conditions.**

**Type name and title of Authorized Sub-Recipient official:**

**Signature of Sub-Recipient Official:**

**11. Enter Employer Identification Number (EIN) / Federal Tax Identification Number:**

**12. Date Signed :**

**13. DUE DATE:** December 4, 2010

Signed award and Direct Deposit Form (If applicable) must be returned to TxDPS on or before the above due date.





## Texas Department of Public Safety

### 2010 Sub-Recipient Award for City of Sugar Land

Date of Award

October 20, 2010

1. Sub-Recipient Name and Address

Mayor James A. Thompson  
City of Sugar Land  
P.O. Box 110  
Sugar Land, TX 77487-0110

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Federal Grant Award Number: 2010-SS-T0-0008 ✓

Date Federal Grant Awarded to TxDPS: August 1, 2010 ✓

Federal Granting Agency: Department of Homeland Security  
FEMA  
Grant Programs Directorate ✓

5. Award Amount and Grant Breakdowns

#### UASI-LETPA Award Amount (Federal)

CFDA: 97.008

\$225,000.00

#### Grant Period:

From:

Aug 1, 2010

To:

Jul 31, 2012

(The SAA must receive all invoices by the end of grant period)

6. Statutory Authority for Grant: This project is supported under Department of Homeland Security Appropriations Act, 2010 (Public Law 111-83).

7. Method of Payment: Primary method is reimbursement.

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# TEXAS DEPARTMENT OF PUBLIC SAFETY

5805 N. LAMAR BLVD • BOX 4087 • AUSTIN, TEXAS 78773-0001

512/424-2000

[www.txdps.state.tx.us](http://www.txdps.state.tx.us)



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LAMAR BECKWORTH  
CHERYL MacBRIDE  
DEPUTY DIRECTORS



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C. TOM CLOWE, JR.  
ADA BROWN  
JOHN STEEN  
CARIN MARCY BARTH

October 26, 2010

The Honorable James A. Thompson  
Mayor, City of Sugar Land  
P.O. Box 110  
Sugar Land, TX 77487-0110



Dear Mayor Thompson:

Please find enclosed Homeland Security Grant Program (HSGP) sub-recipient award documents for your review and signature acceptance as the Chief Elected Official for your area. Funds received under this grant award are to be used to address potential and real time challenges in response to acts of terrorism and all-hazards events only and administered using the following governance documents listed in priority level: FY 2010 Homeland Security Appropriations Act; Presidential Directives; Federal Statutes; Federal Regulations; Office of Management and Budget (OMB) Circulars; Terms and Conditions of award; FY 2010 HSGP Grant guidance; Department of Homeland Security (DHS) Policy; FEMA Policy; and Texas Homeland Security – State Administrative Agency (TXHLS-SAA) Policy.

The attached FY 2010 Sub-Recipient Agreement(s) (SRA) with Terms and Conditions requires your review, signature of acceptance/agreement, and return to the TXHLS-SAA as directed below. Response to this award offer must be received even if you decide to decline the award.

The SRA must be filled out and signed by the person indicated in the address box of the award document. Signature by anyone other than that person will only be accepted as a valid signature of acceptance of the award and agreement to follow grant fund requirements if a letter of designation from the person approved to sign the award is attached indicating he/she authorizes that person to sign on their behalf. Please note that authorization for signature will be deemed as acceptable for signing any documents going forward that pertain to this award unless the letter of authorization indicates otherwise.

You will need to fill in the contact information; sign and date the Sub-Recipient Award(s); certify you have read, understand, and accept the Terms and Conditions (T&Cs) by initializing the bottom of each page of the T&Cs; populate the contact information located in the section entitled



"Restrictions, Disclaimers and Notices" of the T&Cs; certify agreement to the statements provided in Exhibits A, B, and C located at the back of the T&Cs by filling in contact information- signing all exhibits; and return all documents to the TXHLS-SAA by the due date provided in the bottom-left corner of the Sub-Recipient Award(s) box 13.

In addition, the TXHLS-SAA must have a current Direct Deposit Authorization from your organization in order to transfer grant funds electronically to a designated bank account to reimburse you for grant-funded expenses. An electronic version of this form is available for you to download, populate and send to the TXHLS-SAA on the Texas State Comptroller's website at: <http://www.window.state.tx.us/taxinfo/taxforms/74-158.pdf> . If you submitted a completed Direct Deposit Authorization form with prior acceptance documents for HSGP awards, you do not need to submit another authorization unless your bank account information has changed or you wish to receive reimbursement by check instead of by direct deposit.

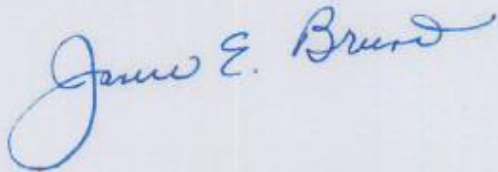
This HSGP SRA offer will be withdrawn if the required materials are not received at the TXHLS-SAA with a postmark no later than the due date indicated on your SRA(s). Extensions to this date will not be granted. You must submit required documents by the due date to the following address:

Texas Department of Public Safety  
TXHLS- State Administrative Agency  
1033 La Posada, Suite 100  
Austin, TX 78752

Please retain a copy of each document submitted to the TXHLS-SAA for your records.

If you have any questions, please contact Edwin Staples at 512-377-0002.

Sincerely,

A handwritten signature in blue ink that reads "Janice E. Bruno". The signature is fluid and cursive, with the first name "Janice" being more prominent.

Janice E. Bruno  
Director  
TXHLS-SAA

JEB:es